

## **Arlington Cultural Council MINUTES**

**Monday, November 13, 2017**

**Town Hall Annex 1<sup>st</sup> Floor Conference Room, 7:30-9 pm**

Attendance:

<b>I. ACC Member Name</b>	<b>Status</b>
Taylor, Lisbet	Present
Harding, Kimberley	Present
Timperi, Jeff	Present
Harris, Dave	Present
Kepka, Asia	Present
Buehler-Probst, Brigitte	absent
Holmes-Farley, Becky	Prospective member
[White, Sonia]	No longer interested in joining
[Gutman, Linda]	No longer interested in joining

- 1) **Approval of October 2017 minutes – Lisbet.** Approved.
- 2) **Treasurer's Report – Jeff.** Claudia Donnet still has to submit. Her liaison: Kimberley. She was reminded at the Applicant Presentation Meeting on 11.9.17.
- 3) **Corresponding Secretary Report – Kimberley**  
-- Sonia White and Linda Gutman informed Kimberley that will not be joining ACC.
- 4) **Publicity Report – Dave.** MCC items have been added to FB as presented.
- 5) **Required Conflict of interest training – Dave, Asia [and Becky]** need to take.
- 6) **Revision of agenda format** -- to include Grantee table with name, ACC liaison, project completion date and status. Notetaker to ADD at end of minutes, upcoming grantee events.
- 7) **Grant Application Cycle GRANT CYCLE**
  - Presentation Nights**
    - i. **Mon. 10/30/17, 7:15-8:45 pm, Lyons Hearing Room -- Lisbet, Jeff, Asia.**
    - ii. **Thu. 11/9/17, 7:15-8:45 pm, Lyons Hearing Room – Kimberley, Lisbet, Jeff, David, Asia.**
  - Lisbet commented that timed presentations as set up by Kimberley were a vast improvement on the efficiency of both evenings. We kept to the schedule and it freed applicants' time.
  - Jeff commented that Dave's feedback to an applicant who had not prepared for the project by securing locations, permissions etc. was both necessary and helpful. The applicant was told the application would not be funded, but encouraged to submit a fully completed one in the future.
  - b. **Vote on whether to consider late application of Belmont World Film Festival**  
Approved. Kimberley w/tell her yes, and notify MCC.
  - c. **Decide on logistics of Deliberation Meeting:** Wed. Dec. 20, 7-10pm, ATH Annex, 1<sup>st</sup> Floor Conference Room (if available) -- Lisbet will secure space; Jeff w/send criteria sheet.
  - d. **Items needed for MCC Annual Report on their website. ET.** Due Jan. 15.

ET will check on items required; plus due date of Town Annual Report.

e. **Revision of Grantee 2018 table** (Treasurer task: currently in Dropbox.)

**8) Pop-up Art in empty Storefronts project update – Lisbet**

ACC voted to accept the project in principal. It will be discussed at the December ACC meeting, re altering the proposal and if approved, it will be placed competitively with the other proposals. Jeff said that this project was a new proposal idea; Kimberley and Lisbet clarified that no, this had been floated as a potential ACC project at a prior ACC meeting, before Lisbet found out that Ali Carter and Adria Arch were already working on the idea and creating a plan.

Current proposal, as submitted by Ali and Adria: Quarterly basis: Call for Artists -- \$250 honorarium. Arlington Music Studios empty storefront is approved by both landlord and business owner, and secured as the pilot project site.

Current request: \$1,000.

Discussion about timetable: As this would be ACC's proposal, possible changes: to monthly display, to employ more artists, and therefore making honorarium \$100 each.

**7) Report on ACAC Meeting (Kimberley and Lisbet)**

a. **Report**—Kimberley gave a run-down of items discussed at the meeting.

b. **Jeff, what is amount ACC has to grant for 2018 ACC project? (\$1,800 or \$2,200?)**

Not discussed.

c. **Each constituent of the Umbrella Org. was asked to submit 3 names for said entity, at the next meeting on November 29** (see below).

Jeff suggested the mission statement be written first, prior to naming.

Kimberley stated that the ACAC mission statement was currently the operative one.

Discussion ensued of next steps for the UmbrOrg, specifically the website. Deadline for response to the RFP is 11.14.17.

Jeff: Will Town make it ADA compliant? Answer: YES.

Is that in the RFP? ?? How will the website be maintained? ?? He counselled that agencies often get into trouble by not spelling maintenance out ahead of time, so that the design is consciously made user-friendly.

THREE NAMES TO SUBMIT FROM ACC:

"Arlington Arts & Culture;" "ARTSPARK Arlington;" "Ponder-Culture."

Next UmbrOrg meeting: November 29, 6-10pm, ATH Annex, 1<sup>st</sup> Floor Conference Room.

**8) Vote re January 8 ACC meeting: Should it be w/ LCCs in Lexington, with ½-hour at end for ACC business, if necessary – Lisbet.** This proposal was voted upon and approved.

"January 8th at 7pm at the Lexington Community Center (Room 237), 39 Marrett Rd, Lexington, MA 02421 for us to meet with you and the LCC of Waltham. We are open minded about the agenda so if there are topics you wish to suggest please do let us know. Our Council member will come prepared with questions and discussion topics for you but mostly to learn from one another how you choose to approach the grant process." ITEM FOR ACC DEC. MTG: Discuss January 8<sup>th</sup> group Agenda.

**9) New Business:**

**Patronicity email to Corresponding Secretary** – “GoFundMe for municipal needs.”

Patronicity take 5% of funds. It was determined that this was best handled by the UmbrOrg. Kimberley w/forward this email.

**10) Vote on Becky Holmes-Farley:**

a. Rejoining ACC: YES

b. Taking on Corresponding Secretary: YES

ET will inform Town and reactivate her on the MCC site.

**11) GRANTEE EVENTS:** All completed for 2017

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